

WE CAN/ Podemos — San Joaquin Valley Program Pilot**ATTACHMENT 5. SCHEDULE**

KEY	On-going task without due dates			2015				2016				2017				2018			
	Task with specific completion dates and deliverables			Q1 (Jan-Mar)	Q2 (Apr-Jun)	Q3 (Jul-Sep)	Q4 (Oct-Dec)	Q1 (Jan-Mar)	Q2 (Apr-Jun)	Q3 (Jul-Sep)	Q4 (Oct-Dec)	Q1 (Jan-Mar)	Q2 (Apr-Jun)	Q3 (Jul-Sep)	Q4 (Oct-Dec)	Q1 (Jan-Mar)	Q2 (Apr-Jun)	Q3 (Jul-Sep)	Q4 (Oct-Dec)
TASK #	TASK	SUB-TASK #	SUB-TASK																
1	Project Management	1.1	File all grant contract documents																
		1.2	Develop Project Management Plan																
		1.3	Quarterly Reporting & Invoicing																
		1.4	Annual Update Report																
2	Community Outreach & Engagement	2.1	Convene project leadership team																
		2.2	Design Community Engagement Plan																
		2.3	Develop Promotional materials																
		2.4	Identify community events to attend																
		2.5	Promotional Outreach																
3	Job Training	3.1	Develop landscape curriculum																
		3.2	Generate list of eligible trainees																
		3.3	Identify trainers																
		3.4	Recruit trainees																
		3.5	Conduct landscape training sessions																

4	Local Program Launch	4.1	Develop program implementation plan for landscape upgrade rebates						
		4.2	Create application/ registration documents & processes						
		4.3	Generate participant satisfaction survey						
		4.4	Initiate rebate program						
		4.5	Create and maintain online web portal						
		4.6	Rebates						
5	Program Monitoring & Evaluation	5.1	Develop SMART objectives and evaluation criteria for each project task						
		5.2	Determine monitoring and data management process						
		5.3	Collect and analyze data based on evaluation criteria						
		5.4	Synthesize data analysis for quarterly and annual evaluation reports						